

STANDARD OPERATING PROCEDURE

HAMPTON ROADS EVACUATION LANE REVERSAL

Edition 1.0

May 2008

I. MISSION:

- A. This mission of this Guidance Document is to provide guidance to Health and Medical Emergency Response Team resources during Interstate 64 (I-64) lane reversal activities.
- B. Capabilities: HMERT resources deployed in lane reversal activities will have the following capabilities to contribute to their assigned mission:
 - 1. EMS augmentation along the I-64 corridor in James City and New Kent County.
 - 2. Command and control support of HMERT resources operating in the incident.
 - 3. Communications assistance to the local Emergency Operations Centers (EOC).
- C. HMERT resources may be assigned to perform any of the following tasks:
 - 1. Operate emergency medical services forward staging areas.
 - 2. Serve as command, coordination, and logistics support element for HMERT Resources.
 - 3. Support and augment local emergency operations center health and medical staff.

II. BACKGROUND

A. Hurricane Impact

- 1. After viewing the effects of large scale disasters on localities in the

aftermath of Hurricane Isabel and Hurricane Katrina, the Commonwealth of Virginia created an evacuation plan of potential impact areas in the event of a significant hurricane.

2. Through the plan, the Governor of Virginia has the authority to authorize contra-flow of I-64 to allow for a quicker evacuation of the Hampton Roads area. This authorization may occur for a strong Category 1 Hurricane or greater, however, the governor holds the authority to provide authorization when deemed necessary.
3. Most localities along I-64 have the personnel and equipment necessary, however James City County and New Kent County have a stretch of I-64 that require mutual aid to assist in the augmentation of EMS resources along the I-64 corridor.

III. AUTHORITY

A. HMERT personnel will fit within the structure of the local jurisdiction's incident command structure. C-team personnel are part of the command and control structure for the Virginia Department of Health under the provisions of Title 44, Code of Virginia, and the Commonwealth of Virginia Emergency Operations Plan, an Executive Order of the Governor. C Team Supervisors speak with the authority of the Director of the Office of Emergency Medical Services in disaster matters.

B. HMERT resources also fall under the following authorities

1. Commonwealth of Virginia Emergency Service and Disaster Law of 1973, as amended.
2. Commonwealth of Virginia Emergency Operations Plan, Annex G, Health and Medical, 1997 (Executive Order Seventy-Three (97)).
3. Virginia State Government Volunteers Act.

IV. COMPOSITION OF HMERT RESOURCES SENT

A. EMS Task Forces

1. Two EMS Task Forces will be deployed to augment the local systems of James City and New Kent County.

2. The standard deployment of I-64 Lane reversal support shall include:

- a. 1 Advanced Life Support (ALS) ambulance
- b. 1 Basic Life Support (BLS) ambulance
- c. 1 Quick Response Vehicle (QRV)
- d. Additional Ambulance/Crash Truck as necessary

B. Coordination Team

- 1. One Coordination Team will be deployment to assist in the command and control of HMERT resources.
- 2. Three (3) to four (4) personnel will deploy along with necessary QRVs

C. Command Trailer

- 1. The Office of Emergency Medical Services Command Trailer will be deployed to support lane reversal operations.
- 2. The trailer will serve as a working space for C-Team personnel, as well as a communications hub to monitor HMERT specific radio communications.

V. ALERTING, ACTIVATION, AND DEPLOYMENT

A. Alerting HMERT Resources

- 1. Alerting of HMERT resources will be done in the following time frame, based on a projected time line of events:
 - a. 120 hours prior to landfall – teams placed on 12-hour alert.
 - b. 96 hours prior to landfall – teams placed on 6-hour alert.
 - c. 72 hours prior to landfall – The Governor issues a State of Emergency – teams placed on 3-hour alert to stage at home.
 - d. 48 hours prior to landfall – State resources mobilized – HMERT resources deployed to staging locations.

2. Alerting of teams will occur, as possible, thirty-six (36) to forty-eight (48) hours prior to start of physical lane reversal.
3. Alerting of HMERT resources will occur using the standard alerting system and formats will be used, as described in the current Emergency Medical Services Disaster Task Force Standard Operating Procedure.

B. Teams to Alert

1. The HMERT resources that will be alerted have been predetermined based on the immediate need, as well as the expected impact areas. These teams are subject to change based on availability of resources and potential impact area.
2. Thomas Jefferson 2, Northern Virginia (NoVa) 3, and Coordination Team 1 are the primary resources to be alerted prior to commencement of the lane reversal procedures. Should these resources be unavailable, Crater 6 and Metro 11 will be contacted. Other teams will be contacted to support operations, as necessary.

C. Deployment of Resources

1. Upon activation of appropriate resources, HMERT resources will be deployed to the local staging area to receive additional information from the localities.
2. The pre-determined staging area for I-64 Lane Reversal is:
 - a. Providence Forge Volunteer Fire and Rescue
4315 N. Courthouse Road
Providence Forge, Virginia 23140
(804) 966-5322
3. Once resources have reached the staging area they will receive a briefing and information packet to assist them in provided support during I-64 Lane Reversal operations.
4. Upon completion of a briefing, HMERT resources will be placed at pre-determined locations, with access to I-64, for shifts, with the expectation of providing emergency medical services along the evacuation route.

D. Logistical Support

1. Food

- a. Meals will be provided by the supported jurisdictions. Each team will be provided breakfast, lunch, and dinner during the duration of the deployment.
- b. Lodging will be provided by supported jurisdictions as necessary during the duration of the deployment.

VI. DEPLOYMENT COMMUNICATIONS

A. Internal Communications

1. While deployed, HMERT resources will use Statewide Mutual Aid (155.205) to communicate between trucks.
2. Cell phones or family service radios may also be used to communicate in the event that Statewide Mutual Aid is unavailable.

B. Emergency Dispatch Procedures

1. James City County Emergency Communications Center (ECC) will serve as the main dispatch center during I-64 lane reversal.
2. Calls for service along the evacuation route will be routed to the James City County ECC.
3. The James City County Dispatcher will notify the Virginia State Police (VSP) Command Post of the call for service.
4. VSP will dispatch a State Police Trooper to investigate the incident and report necessary resource needs (i.e. Fire, Rescue) back to the VSP Command Post.
5. The VSP Command Post will notify the James City County ECC of resource needs.
6. The James City County ECC will dispatch necessary HEMRT resources to the incident.

VII. TRANSPORTATION DECISIONS

A. Ground Transportation

1. Ground transportation will be time consuming during I-64 lane reversal due to the large number of vehicles on the road.
2. Transportation of non-emergent patients will be to the closest open facility.
3. Patients who refuse transport will be picked up by Department of Motor Vehicle (DMV) as determined by state plans.

B. Air Transportation

1. Aeromedical transportation will be utilized for all emergent patients with significant mechanism of injury or nature of illness.
2. Requests of aeromedical resources will be made by the James City County ECC.
3. Landing of aeromedical resources will be at predetermined landing zones (LZ).

VIII. DOCUMENTATION

A. HMERT Specific Documentation

1. Standard reporting forms will be used in accordance with Guidance Document EMS-1011.

B. Patient Information Documentation

1. The Virginia PPCR will be used to document patient information during transports that occur during the deployment.
2. In the event of a Mass Casualty, the Virginia MCI Triage Tag will be used to document patient information.

IX. DEMOBILIZATION

A. Time Frame

1. Teams will be demobilized as early as possible, no later than 3 hours prior to projected landfall to return home.

2. If teams are unable to return home prior to the arrival of tropical storm force winds, they will shelter at New Kent Station 1.

B. Deployment Paperwork

1. All paperwork associated with the deployment must be turned in 30 days after demobilization. This includes:
 - a. Reimbursement for expenses incurred during the deployment, with original receipts
 - b. After Action Report (AAR) Comments in the prescribed format.